



# TOWN OF LOS GATOS

CIVIC CENTER  
110 E. MAIN STREET  
LOS GATOS, CA 95030

## Building Division

(408) 354-6876 FAX:(408) 354-7593  
[www.LosGatosCA.gov/building](http://www.LosGatosCA.gov/building)

### New EV Charge Station Submittal Requirements

In order to process and expedite your request for a building permit, **please submit the items listed below and include this completed checklist in your submittal.** Please ask the Counter Technicians if you have any questions. **A plan check and permit fees will be required at submittal.**

Four (4) complete stapled (down the left side) sets of drawings, 8" x 11½ " minimum size - 24" x 36" maximum size shall include for commercial and three (3) for residential:

#### 1. General

- ☐ Complete the Town of Los Gatos Building Permit application form.
- ☐ *Blueprint For A Clean Bay* sheet must be the second page of the two wet stamped sets (available at the Building Counter at [www.losgatosca.gov/building](http://www.losgatosca.gov/building)).
- ☐ Cover sheet information. List the 2013 California Building, Electrical, Plumbing, and Fire Codes, and 2013 California Energy Code, construction type, occupancy class, sheet index, and concise scope of work.

#### 2. Architectural

- ☐ Floor Plan. Location of the existing building, location of all EV Charge Station(s), electric service, disconnects, the existing premise wiring electrode. Panel upgrade and electrical wiring shall be in conformance with the California Electrical Code 2013.

#### 3. Electrical

- ☐ Manufacturer's installation instructions. EV charging system information : level 1 or 2, EVSE system with UL listed number or other approved nationally recognized testing laboratory, in compliance with UL2202, "Standard for Electric Vehicle (EV) Charging System Equipment."
- ☐ The size and amperage, circuits to be energized, subpanels, and line diagram.
- ☐ Include load calculations per NEC Article 220 for service under 200 amps.
- ☐ The method of securing the charging station should be specified.
- ☐ Identify if a second electric meter is required to be installed because of electric utility rate for EV charging.

#### Notes:

- If one or more required items are not submitted, the application will be considered incomplete and will not be accepted.
- Permits can only be issued to a Homeowner or a Licensed Contractor.

#### Signature:

*I have read the above information and have submitted all the required information.*

Signature:

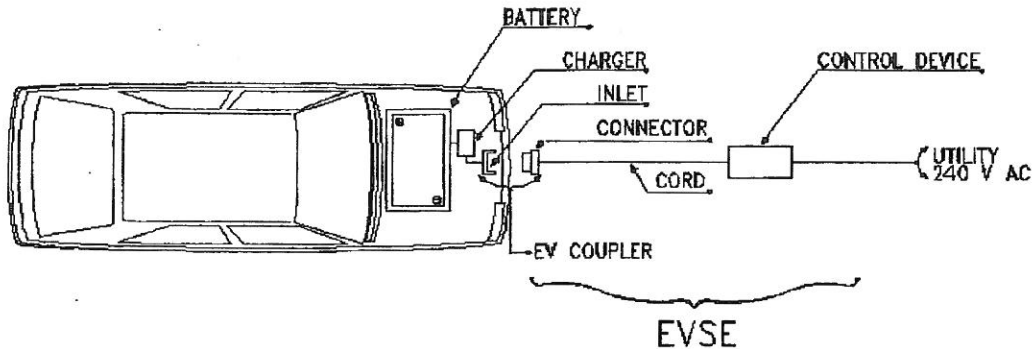
Date:

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**Town of Los Gatos Building Division  
New EV Charging Station Submittal Requirements**

**EV Sample Charging System:**



Electric Vehicle Supply Equipment (EVSE) consists of the connector, cord, and interface to utility power. Currently the interface between the EVSE and utility power will be directly hard-wired to the control device, and each automaker has its own EVSE design. Around the end of 2010, a single design called the J1772 Standard EV coupler will be available. J1772 will be applicable for all electric vehicles.

There are 2 levels of charging system for SFR – Level 1 (120 VAC, 15/20 A) and Level 2 (240 VAC, 40A). Level 2 is most likely be used because of less time to charge the vehicle.

EVSE shall be installed in accordance with manufacturer's guideline and must be suitable for the environment (indoor/outdoor).

